


E-Mail ALPERSRU X/99

Subj: PMIS/JUMPS QUERY LOGOFF PROCEDURE

Purpose	This E-Mail ALPERSRU provides procedures for properly logging off the host computer (TSO or TOPTS) following use of the PMIS/JUMPS inquiry program.
Discussion	Many users of the pay inquiry program on HRSIC's IBM (TOPTS) computer and DOT's TSO computer are not logging off the program by following the on-screen instructions. Users merely exit by double clicking the  [Close Program] symbol on the far right end of the Menu Bar (banging off).
What happens when you do not log off correctly	The host computer interprets the banging off as an abnormal end to the session, creates a system error, and leaves your temporary files open. The abrupt exiting uses unnecessary disk storage and eventually limits system access and availability for all users of the system. Therefore, it is important to follow the easy and relatively quick steps described below and indicated on-screen in TOPTS or TSO.
System timeout	The “timeout” feature has been established at one hour. If you remain idle on any screen for more than one hour your session will be terminated abnormally, leaving temporary files open.

Continued on next page

E-Mail ALPERSRU X/99

How to log off correctly

This is the correct procedure for logging off the host computer.


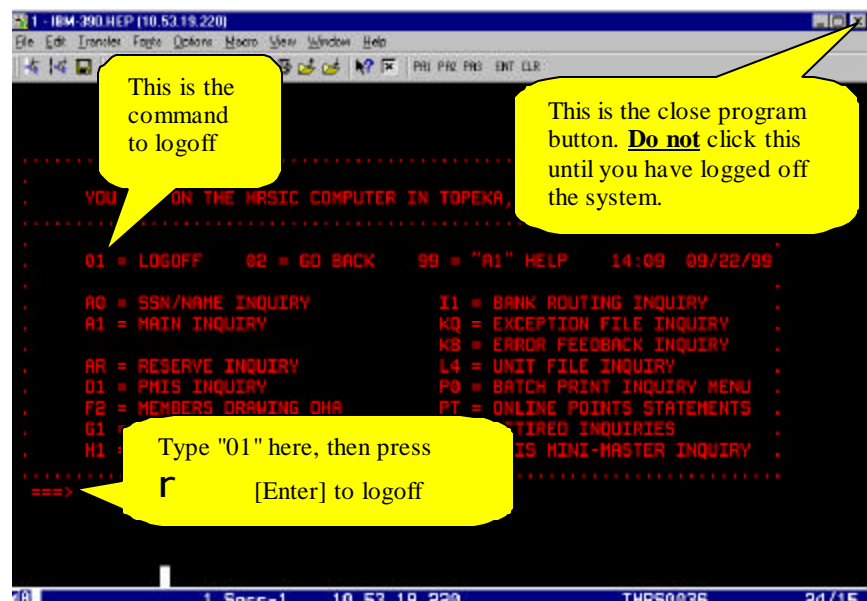
Step	Action
1	When finished using pay inquiry, type "end", and you will return to the Menu Options screen
2	At the Menu Options screen, type "01", to logoff
3	Your screen will display a message stating you have been logged off: "Your tn3270/tn5250 connection has been terminated" (Temporary files have been closed automatically)
4	You now may click on "File" on the Menu Bar and then click "Close Session" or you may click the  on Menu Bar and answer "Yes" when asked if you want to close the session.

Figure 1 - TOPTS Menu Option Screen



Questions

Questions may be directed to the HRSIC Customer Service Team at 785-357-3540

Released by

G. E. SENA
Executive Officer